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## REVENUE & DISASTER MANAGEMENT DEPARTMENT

### NOTIFICATION

The 13th June 2025

**Sub: Notification on requirement of Aadhaar during different certificates by government departments or their agencies are used in determining eligibility of beneficiaries for delivery of benefits /subsidies/ services under schemes funded by respective governments under section 7 of Aadhaar (Targeted Delivery of Financial and other Subsidies, Benefits and Services) Act, 2016 (as amended to enable Aadhaar seeding of eligibility certificates, UIDAI vide O.M. No HQ-13079/55/2021-AUTH-II (E-6074) /3229 dated 11.08.2022)**

**S.R.O. No. 342/2025**—Whereas the use of Aadhaar as a proof of identity for different government services, including the issuance of certificates, helps to assess the qualification of beneficiaries for receiving benefits, services, or subsidies. This simplifies the government's delivery procedures, enhances transparency and productivity, and enables beneficiaries to receive their entitlements directly in a smooth and hassle-free manner, without the requirement of providing multiple documents to prove their identity.

And whereas, the **Revenue & Disaster Management Department** (hereinafter referred to as the Department), is administering the **certificates relating to caste, income, legal heir, registration of documents, records of rights of land and other related matters, along with original and certified copies of documents issued by the Department** (hereinafter referred to as the Certificate) to verify and certify applicants' caste, income, legal heir, land rights, and other entitlements related to land records, land revenue and registration matters ,

which is being implemented through the **Odisha Computer Application Centre** and **National Informatics Centre(NIC)** (hereinafter referred to as the Implementing Agencies).

And whereas the production of the said certificate enables residents to become eligible for various government benefits, subsidies, and services, which are financed through the Consolidated Fund of **Odisha**.

Now, therefore, in pursuance of section 7 of the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 (18 of 2016) (hereinafter referred to as the said Act), the government of **Odisha** hereby notifies the following, namely: -

1. (1) An individual applying for the Certificate shall hereby be required to furnish proof of possession of the Aadhaar number or undergo Aadhaar authentication.

(2) Any individual desirous of applying for the Certificate, who does not possess the Aadhaar number or, has not yet enrolled for Aadhaar, shall be required to make application for Aadhaar enrolment before registering for the required certificate provided that he is entitled to obtain Aadhaar as per section 3 of the said Act, and such individuals shall visit any Aadhaar enrolment centre (list available at the Unique Identification Authority of India (UIDAI) website [www.uidai.gov.in](http://www.uidai.gov.in)) to get enrolled for Aadhaar.

(3) As per regulation 12 of the Aadhaar (Enrolment and Update) Regulations, 2016, the Department through its Implementing Agency, is required to offer Aadhaar enrolment facilities for the beneficiaries who are not yet enrolled for Aadhaar and in case there is no Aadhaar enrolment centre located in the respective Block or Taluka or Tehsil, the Department through its Implementing Agency shall provide Aadhaar enrolment facilities at convenient locations in coordination with the existing Registrars of UIDAI or by becoming a UIDAI Registrar themselves:

Provided that till the time Aadhaar is assigned to the individual, the individual can apply for the certificate, subject to the production of the following documents, namely : -

- (a) if he has enrolled, his Aadhaar Enrolment Identification slip; and
- (b) any one of the following documents, namely: -
  - (i) Bank or Post office Passbook with Photo; or
  - (ii) Permanent Account Number (PAN) Card; or
  - (iii) Passport, or
  - (iv) Ration Card; or
  - (v) Voter Identity Card; or
  - (vi) MGNREGA card; or
  - (vii) Kisan Photo passbook; or
  - (viii) Driving license issued by the Licensing Authority under the Motor Vehicles Act, 1988 (59 of 1988); or
  - (ix) Certificate of identity having photo of such person issued by a Gazetted Officer or a Tehsildar on an official letter head; or
  - (x) any other document as specified by the Department:

Provided further that the above documents may be checked by an officer specifically designated by the Department for that purpose.

2. In order to provide certificates to the residents, the Department through its Implementing Agency shall make all the required arrangements to ensure that wide publicity through the media shall be given to the residents to make them aware of the said requirement.

3. In all cases, where Aadhaar authentication fails due to poor biometrics of the beneficiaries or due to any other reason, the following remedial mechanisms shall be adopted, namely: -

- (a) in case of poor fingerprint quality, iris scan or face authentication facility shall be adopted for authentication, thereby the Department through its Implementing Agency shall make provisions for iris scanners or face authentication along with finger-print authentication for delivery of benefits in seamless manner,

(b) in case the biometric authentication through fingerprints or iris scan or face authentication is not successful, wherever feasible and admissible authentication by Aadhaar One Time Password or Time-based One-Time Password with limited time validity, as the case may be, shall be offered.

(c) in all other cases where biometric or Aadhaar One Time Password or Time-based One-Time Password authentication is not possible, required Certificate may be given on the basis of physical Aadhaar letter whose authenticity can be verified through the Quick Response code printed on the Aadhaar letter and the necessary arrangement of Quick Response code reader shall be provided at the convenient locations by the Department through its Implementing Agency.

4. In order to ensure that no bona fide resident is deprived of his due benefits, the concerned Department in the State Governments and Union Territory Administrations shall follow the exception handling mechanism as specified in the Office Memorandum of Direct Benefit Transfer Mission, Cabinet Secretariat, Government of India no. D-26011/04/2017-DBT, dated the 19th December 2017 (available on <https://dbtbharat.gov.in/>).

5. This notification shall come into effect from the date of its publication in the Official Gazette.

[No. 21499—RDM-IMU-EGOV-0003/2016-R&DM]

By order of Governor

MADHUSMITA SAHOO

Additional Secretary to Government